

Sanitized - Approved For Release : CIA-RDP54-00177A000200120043-2

Office Memorandum • UNITED STATES GOVERNMENT 25X1A9a

TO : Chief, Building Maintenance and Utilities

DATE: 2 April 1953

FROM : Chief, Telephone Section

SUBJECT: Monthly Report

1. Noted hereon are charges for services rendered by the Chesapeake and Potomac Telephone Company and the American Telephone and Telegraph Company.

	<u>Feb. 1953</u>	<u>Feb. 1952</u>
a. Rental and Service Costs		
(1) Switchboard - EX 3-6115.....	\$ 23,831.	\$ 21,200.
(2) Private, Unlisted Lines.....	1,214.	1,100.
(3) Teletype, Leased Lines, TWX....	1,404.	1,620.
(4) Miscellaneous.....	755.	211.
(5) Premium Overtime.....	125.	507.
Total...	\$ 27,329.	\$ 24,638.
b. Toll Charges		
(1) Switchboard - EX 3-6115.....	\$ 4,815.	\$ 3,659.
(2) Private, Unlisted Lines.....	3,208.	2,752.
(3) TWX.....	240.	238.
Total...	\$ 8,263.	\$ 6,649.
c. Outside Local Calls		
(1) Number.....	135,243	118,086
(2) Cost.....	\$ 4,736.	\$ 4,135.
d. Rental Increase, EX 3-6115	\$ 100.	\$ 1,386.


2. Additional information pertinent to the operation of this Office is submitted hereon.

	<u>Mar. 1953</u>	<u>Mar. 1952</u>
a. Switchboard Capacity.....	3,200	3,200
b. Lines Working.....	2,993	2,540
c. Lines Available.....	207	660
d. Private, Unlisted Lines.....	132	109
e. Requisitions Issued.....	87	101

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3. Listed below are estimated costs for services to be rendered.

	<u>Apr. 1953</u>	<u>Apr. 1952</u>
a. Rental and Service Costs.....	\$ 27,000.	\$ 22,000.
b. Toll Charges.....	9,000.	9,000.
c. Private, Unlisted Lines.....	1,500.	15,000.
d. Teletype, Leased Lines, TWX.....	2,000.	2,000.
e. Miscellaneous.....	900.	3,000.
Total...	<u>\$ 40,400.</u>	<u>\$ 51,000.</u>

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TO : Asst. Chief, Space, Maintenance & Facilities Div. DATE: 2 April 1953

FROM : Chief, Motor Pool Branch

SUBJECT: Report for Month of March

1. The following items are of interest to the Motor Pool Branch and are noted for your information:

2. Shuttle Bus Service.--

a. Number of passengers carried on busses from North, Quarters Eye, and Pentagon--34,384.

25X1A6a b. Number of passengers carried on busses from North to [REDACTED] 25X1A6a and Y Building--2,736.

c. Total passengers carried--37,120, (an increase of 3,156 over February 1953).

d. Daily average of bus passengers--1,893.

e. Total mileage of radio operated pool cars--4,560.

f. Total mileage of radio operated pool cars per day--207.3.

g. Total number of calls serviced by pool cars--482.

h. Total number of pool calls serviced by assigned cars--207.

i. Total mileage of all cars--69,381.

j. Total mileage of all busses--13,210.

k. Total mileage of all trucks--6,908.

3. Special Shuttle Bus Service.--

A special bus, requested by the Office of Training, transported a group of students from Alcott Hall to the Pentagon Building and return. These students are undergoing a special training course conducted by said Office.

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